

ER-4-8190

Approved For Release 2002/02/05 : CIA-RDP78-03578A000500060008-4

30 October 1953

Mr. John W. Macy, Jr.
Executive Director
United States Civil Service Commission
Washington 25, D. C.

Dear Mr. Macy:

In accordance with Departmental Circular No. 725, "Reduction of Excess Annual Leave Accumulations," I am attaching herewith two copies of pertinent extracts from a CIA Notice which summarizes the action taken by this Agency in compliance with Section 6 of Public Law 102, 83d Congress.

Sincerely,

151

L. K. White
Acting Deputy Director

A-DD/A:LKW:lag

Distribution:

- 0 & 1 - Add
- 2 - PRDS
- U - OPD - *copy Cir 725*
- 1 - Comp
- 1 - Adm Files
- 1 - DD/A chrono
- 1 - DD/A sub:

PEB 20 NOV 1953 DIRECTOR
DEPARTMENT OF DEFENSE

Approved For Release 2002/02/05 : CIA-RDP78-03578A000500060008-4

UNCLASSIFIED	RESTRICTED	CONFIDENTIAL	SECRET
(SENDER WILL CIRCLE CLASSIFICATION TOP AND BOTTOM)			
CENTRAL INTELLIGENCE AGENCY OFFICIAL ROUTING SLIP			
TO		INITIALS	DATE
1			
2			
3			
4			
5			
FROM			
1			
2			
3			
<input type="checkbox"/> APPROVAL <input checked="" type="checkbox"/> INFORMATION <input type="checkbox"/> SIGNATURE <input type="checkbox"/> ACTION <input type="checkbox"/> DIRECT REPLY <input type="checkbox"/> RETURN <input type="checkbox"/> COMMENT <input type="checkbox"/> PREPARATION OF REPLY <input type="checkbox"/> DISPATCH <input type="checkbox"/> CONCURRENCE <input type="checkbox"/> RECOMMENDATION <input checked="" type="checkbox"/> FILE <i>#6 645 deere, Inc.</i>			
Remarks: 1, 2, & 3: We must get over the habit we now have of being anywhere from a week to a month behind deadlines.			
We apparently received Departmental Circular No. 725 on 22 September 1953. It is true that our Notice was not published until 16 October 1953; however, the policy which we were to adopt was approved long before this. (over)			
SECRET	CONFIDENTIAL	RESTRICTED	UNCLASSIFIED

FORM NO. 30-4
SEP 1947

16-68548-1 U. S. GOVERNMENT PRINTING OFFICE

Approved For Release 2002/02/05 : CIA-RDP78-03578A000500060008-4

It would appear that the Personnel Office did not get around to preparing a reply until 29 October and that it was in the DD/A's Office from this period until I first saw it on 8 November 1953. In addition, I don't know why this Notice was classified "secret"; it appears to me that it could well have been unclassified.

The last time we failed to make a deadline established by the Civil Service Commission it resulted in Mr. Young telephoning Mr. Dulles personally which caused us all considerable embarrassment. I want to make sure that this does not happen again and I also want to caution you that these things must be prepared well in advance of deadlines.

The original of the letter which I have signed to the Civil Service Commission is being sent by special messenger this morning.

LKW

STATINTL

Approved For Release 2002/02/05 : CIA-RDP78-03578A000500060008-4